

PHA Plans

Streamlined 5-Year/Annual Version

U.S. Department of Housing and
Urban Development
Office of Public and Indian Housing

OMB No. 2577-0226
(exp 05/31/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

Streamlined Annual Plan for Fiscal Year 2005

South Portland Housing Authority

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: South Portland Housing Authority

PHA Number: ME020

PHA Fiscal Year Beginning: (mm/yyyy) 10/2005

PHA Programs Administered:

☒ **Public Housing and Section 8**

Number of public housing units: 346

Number of S8 units: 389

☐ **Section 8 Only**

Number of S8 units:

☐ **Public Housing Only**

Number of public housing units:

☐ **PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:

(select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans and attachments (if any) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
☐ PHA development management offices
☐ Other (list below)

Streamlined Five-Year PHA Plan

PHA FISCAL YEARS 2005- 2009

[24 CFR Part 903.12]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)

THE MISSION OF THE SOUTH PORTLAND HOUSING AUTHORITY IS

- TO PROVIDE DECENT, SAFE AND SANITARY HOUSING FOR LOW INCOME FAMILIES AND FAMILIES WITH DISABILITIES IN THE ABSENCE OF ANY PRIVATE ACTIVITY IN THESE AREAS WITHIN THE CITY.
- TO ACTIVELY FOSTER THE NEED FOR ADDITIONAL UNITS IF HOUSING FOR THE ELDERLY AND LOW TO MODERATE INCOME FAMILIES
- TO FORGE LINKS WITH PUBLIC AND PRIVATE PARTNERSHIPS
- TO ANTICIPATE THE DRAMATIC INCREASE OF ELDERLY POPULATION IN THIS CENTURY
- TO ANTICIPATE THE NEED FOR SPECIALIZED HOUSING SERVICES IN THIS CENTURY

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAs ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
 - ☐ Reduce public housing vacancies:
 - ☒ Leverage private or other public funds to create additional housing opportunities:
 - ☐ Acquire or build units or developments

☐ Other (list below)

☒ PHA Goal: Improve the quality of assisted housing

Objectives:

- ☐ Improve public housing management: (PHAS score)
- ☐ Improve voucher management: (SEMAP score)
- ☐ Increase customer satisfaction:
- ☐ Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- ☐ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☒ Other: (list below)
Maintain high-performer status under PHAS & SEMAP

☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☐ Provide voucher mobility counseling:
- ☒ Conduct outreach efforts to potential voucher landlords
- ☐ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

☒ PHA Goal: Provide an improved living environment

Objectives:

- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☐ Implement public housing security improvements:
- ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
- ☒ Increase the number and percentage of employed persons in assisted families:
 - ☒ Provide or attract supportive services to improve assistance recipients' employability:
 - ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - ☐ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
- ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - ☒ Other: (list below)
Maintain high staff skill levels in working with diverse populations.

Other PHA Goals and Objectives: (list below)

GOAL: MANAGE THE SOUTH PORTLAND HOUSING AUTHORITY'S PUBLIC HOUSING PROGRAM IN AN EFFICIENT AND EFFECTIVE MANNER

The South Portland Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry. This is an on-going objective.

GOAL: ENHANCE THE MARKETABILITY OF THE SOUTH PORTLAND HOUSING AUTHORITY'S PUBLIC HOUSING UNITS

1. The South Portland Housing Authority shall maintain a level of customer satisfaction that gives the agency the highest score possible in this element of the Public Housing Assessment System.
2. The South Portland Housing Authority shall maintain proper curb appeal for its public housing developments by improving its landscaping, keeping its grass cut, making the properties litter-free and other actions. This is an on-going objective.

GOAL: IMPROVE ACCESS OF PUBLIC HOUSING RESIDENTS TO SERVICES THAT SUPPORT ECONOMIC OPPORTUNITY AND QUALITY OF LIFE

The South Portland Housing Authority shall continue to assist its resident organizations in strengthening their organizations. This is an on-going objective.

Streamlined Annual PHA Plan

PHA Fiscal Year 2005

[24 CFR Part 903.12(b)]

Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- ☒ 1. Housing Needs
- ☒ 2. Financial Resources
- ☒ 3. Policies on Eligibility, Selection and Admissions
- ☒ 4. Rent Determination Policies
- ☒ 5. Capital Improvements Needs
- ☒ 6. Demolition and Disposition
- ☒ 7. Homeownership
- ☒ 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- ☒ 9. Additional Information
 - a. PHA Progress on Meeting 5-Year Mission and Goals
 - b. Criteria for Substantial Deviations and Significant Amendments
 - c. Other Information Requested by HUD
 - i. Resident Advisory Board Membership and Consultation Process
 - ii. Resident Membership on the PHA Governing Board
 - iii. PHA Statement of Consistency with Consolidated Plan
 - iv. (Reserved)
- ☒ 10. Project-Based Voucher Program
- ☒ 11. Supporting Documents Available for Review
- ☒ 12. FY 2005 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- ☒ 13. Capital Fund Program 5-Year Action Plan
- ☒ 14. Other (List below, providing name for each item)
 - FY 2004 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
 - FY 2003 (502-03) Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
 - FY 2003 (501-03) Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
 - FY 2002 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and

Streamlined Five-Year/Annual Plans:

Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions;

Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.

Executive Summary (optional)

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	103		73
Extremely low income <=30% AMI	80	78	
Very low income (>30% but <=50% AMI)	23	22	
Low income (>50% but <80% AMI)	0	0	
Families with children	49	48	
Elderly families	54	52	
Families with Disabilities	29	28	
Race/ethnicity-Caucasian	94	91	
Race/ethnicity-African-Am.	6	6	
Race/ethnicity-Asian	3	3	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			

Housing Needs of Families on the PHA's Waiting Lists			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 8 as of 4/05 Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	167		77
Extremely low income <=30% AMI	101	60	
Very low income (>30% but <=50% AMI)	51	31	
Low income (>50% but <80% AMI)	15	9	
Families with children	49	29	
Elderly families	53	32	
Families with Disabilities	50	30	
Race/ethnicity-Caucasian	152	91	
Race/ethnicity-African-Am	7	4	
Race/ethnicity-Asian	5	3	
Race/ethnicity-Latino	3	2	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	79	47	36 (est.)
2 BR E	17	10	8 (est.)
3 BR + 2 BR F	43	26	20 (est.)
4 BR	6	4	3 (est.)
5 BR			
Efficiency	22	13	10 (est.)
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 8 as of 4-2005 Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes – Families requiring 2 BR units			

B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☐ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: (list below)

Accessible Units: Accessible units will be first offered to families who may benefit from the accessible features. Applicants for these units will be selected utilizing the preference system in the ACOP. If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come to the top of the waiting list.

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
☒ Other: (list below)

There are no areas of minority concentration within the jurisdiction of the South Portland Housing Authority. The housing needs analysis reflects a less than 10% minority population in Cumberland County.

Our Resident Selection and Assignment Policy ensures that each applicant shall be assigned the appropriate place on a community-wide basis based on the date and time the application is received, suitable type and size of unit, and factors affecting preference or priority established by the Authority's regulations, which are not inconsistent with the objectives of Title VI of the Civil Rights Act of 1964 and applicable HUD regulations.

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☐ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
☐ Market the section 8 program to owners outside of areas of poverty /minority concentrations
☒ Other: (list below)

It is the policy of the South Portland Housing Authority, in the administration of the public housing and Section 8 programs, to fully comply with all Federal, State and local nondiscrimination laws; the Americans with Disabilities Act; and the U. S. Department of Housing and Urban Development regulations governing Fair Housing and Equal Opportunity. The South Portland Housing Authority shall affirmatively further fair housing in the administration of its public housing program.

No person shall, on the grounds of race, color, sex, religion, national or ethnic origin, familial status, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under the South Portland Housing Authority's programs.

To further its commitment to full compliance with applicable Civil Rights laws, the South Portland Housing Authority will provide Federal/State/local information to applicants/tenants of the Public Housing Program regarding discrimination and any recourse available to them if they believe they may be victims of discrimination. Such information will be made available with the application, and all applicable Fair Housing Information and Discrimination Complaint Forms will be made available at the South Portland Housing Authority office. In addition, all written information and advertisements will contain the appropriate Equal Opportunity language and logo.

The South Portland Housing Authority will assist any family that believes they have suffered illegal discrimination by providing the family with copies of the appropriate housing discrimination forms. The South Portland Housing Authority will also assist them in completing the forms if requested, and will provide them with the address of the nearest HUD office of Fair Housing and Equal Opportunity.

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☐ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☐ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	456,142*	
b) Public Housing Capital Fund	444,900	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,593,529	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
	*PH Operating Fund figure includes \$16,442 PH 50/50 Income Split and \$8,625 PH Resident Participation	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	1,145,000	PH Operations
Excess utilities/non-dwelling rentals	15,000	PH Operations
Miscellaneous	26,000	PH Operations
4. Other income (list below)		
Interest	22,000	PH Operations
5. Non-federal sources (list below)		
Total resources	4,702,571	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.12 (b), 903.7 (b)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: 30-45 days
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☐ Housekeeping
- ☒ Other (describe)

A. The SOUTH PORTLAND Housing Authority will consider objective and reasonable aspects of the family's background, including the following:

1. History of meeting financial obligations, especially rent and any utility payments;
2. Ability to maintain (or with assistance would have the ability to maintain) their housing in a decent and safe condition based on living or housekeeping habits and whether such habits could adversely affect the health, safety, or welfare of other tenants;
3. History of criminal activity by any household member involving crimes of physical violence against persons or property and any other criminal activity including drug-related activity that would adversely affect the health, safety, or well being of other tenants or staff or cause damage to the property;
4. History of disturbing neighbors or destruction of property;
5. Having committed fraud in connection with any Federal housing assistance program, including the intentional misrepresentation of information related to their housing application or benefits derived there from; and
6. History of abusing alcohol in a way that may interfere with the health,

safety, or right to peaceful enjoyment by others.

B. The SOUTH PORTLAND Housing Authority will ask applicants to provide information demonstrating their ability to comply with the essential elements of the lease. The SOUTH PORTLAND Housing Authority will verify the information provided. Such verification may include but may not be limited to the following:

1. A credit check of the head, spouse and co-head;
2. A rental history check of head, spouse and co-head;
3. A criminal background check on all adult household members, including live-in aides at no cost to the applicant. This check will be made through State or local law enforcement or court records in those cases where the household member has lived in the local jurisdiction for the last three years. Where the individual has lived outside the local area, the SOUTH PORTLAND Housing Authority may contact law enforcement agencies where the individual had lived or request a check through the FBI's National Crime Information Center (NCIC). This criminal background check will proceed after each adult household member has signed a consent form designed by the SOUTH PORTLAND Housing Authority.

The information received as a result of the criminal background check shall be used solely for screening, lease enforcement and eviction purposes. The information derived from the criminal background check shall be shared only with employees of the SOUTH PORTLAND Housing Authority who have a job-related need to have access to the information. The information shall be maintained confidentially, not misused or improperly disseminated, and destroyed once the purpose(s) for which it was requested has been accomplished and the period for filing a challenge to the SOUTH PORTLAND Housing Authority's action has expired without a challenge or final disposition of any litigation has occurred;

4. A home visit. The home visit provides the opportunity for the family to demonstrate their ability to maintain their home in a safe and sanitary manner. This inspection considers cleanliness and care of rooms, appliances, and appurtenances. The inspection may also consider any evidence of criminal activity; and
5. A check of the State's lifetime sex offender registration program for each adult household member, including live-in aides. No household with an individual registered under a State sex offender registration will be admitted to public housing. The SOUTH PORTLAND Housing Authority will check with our State registry and if the applicant has resided in another State(s), with that State(s)'s list.

If an applicant is about to be denied housing based on either the criminal check or the sex offender registration program, the applicant will be informed of this fact and given an opportunity to dispute the accuracy of the information before the denial or eviction occurs.

- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

- b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

- c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.

No.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time? ____

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? ____

4. ☐ Yes ☐ No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? 0

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☒ One (applicants fall to the bottom after 1 choice and are removed from the list after 2)
☐ Two
☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
☐ Over-housed
☐ Under-housed
☐ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
☐ Victims of domestic violence
☐ Substandard housing
☐ Homelessness
☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
☒ Veterans and veterans' families
☒ Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space

that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

-3- Date and Time

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- 2- Veterans and veterans’ families
- 1- Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA’s Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☐ At an annual reexamination and lease renewal
- ☒ Any time family composition changes

- ☐ At family request for revision
☐ Other (list)

(6) Deconcentration and Income Mixing

- a. ☐ Yes ☒ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. ☐ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete. If yes, list these developments on the following table:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- ☐ Criminal or drug-related activity only to the extent required by law or regulation
☒ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors):
☐ Other (list below)
- b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☐ Criminal or drug-related activity
☒ Other (describe below)
Information shared only upon request of tenant.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None
☐ Federal public housing
☐ Federal moderate rehabilitation
☐ Federal project-based certificate program
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office
☐ Other (list below)

(3) Search Time

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:
Upon request.

(4) Admissions Preferences

a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
☐ Victims of domestic violence

- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☒ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

-3- Date and Time

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- 2- ☐ Veterans and veterans' families
- 1- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application

☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☒ This preference has previously been reviewed and approved by HUD
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
☒ Briefing sessions and written materials
☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices
☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.12(b), 903.7(d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA’s income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one of the following two)

- ☒ The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))
☐ The PHA employs discretionary policies for determining income-based rent (If selected,

continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☐ \$1-\$25
☐ \$26-\$50

2. ☐ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% of adjusted income

1. ☐ Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
☐ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

- ☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- ☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments

- ☐ Yes but only for some developments
☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
☐ For all general occupancy developments (not elderly or disabled or elderly only)
☐ For specified general occupancy developments
☐ For certain parts of developments; e.g., the high-rise portion
☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
☐ Fair market rents (FMR)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments
☐ Operating costs plus debt service
☐ The "rental value" of the unit
☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
☐ At family option
☐ Any time the family experiences an income increase
☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
☐ Other (list below)

g. ☐ Yes ☐ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

a. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing

- ☐ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood
- ☒ Other (list/describe below)
Payment standard

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☒ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☒ Other (list below)
Budget constraints

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☐ \$1-\$25
☒ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Capital Improvement Needs

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

A. Capital Fund Activities

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

(1) Capital Fund Program

- a. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. ☐ Yes ☒ No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

(1) Hope VI Revitalization

- a. ☐ Yes ☒ No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next

component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)

b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)

Development name:

Development (project) number:

Status of grant: (select the statement that best describes the current status)

☐

Revitalization Plan under development

☐

Revitalization Plan submitted, pending approval

☐

Revitalization Plan approved

☐

Activities pursuant to an approved Revitalization Plan underway

c. ☐ Yes ☒ No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:

d. ☐ Yes ☒ No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:

e. ☐ Yes ☒ No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

a. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If "No", skip to component 7; if "yes", complete one activity description for each development on the following chart.)

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:

6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

- (1) ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

(2) Program Description

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? ____

b. PHA established eligibility criteria

- ☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

c. What actions will the PHA undertake to implement the program this year (list)?

(3) Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- a. ☐ Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family’s resources.
- b. ☐ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. ☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).

- d. ☐ Demonstrating that it has other relevant experience (list experience below).

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2005 - 2009.)

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

a. Substantial Deviation from the 5-Year Plan

Substantial deviations are defined as discretionary changes in the plans or policies of the South Portland Housing Authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

b. Significant Amendment or Modification to the Annual Plan

Significant amendments or modifications are defined as discretionary changes in the plans or policies of the South Portland Housing Authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

- a. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the

Resident Advisory Board/s?
If yes, provide the comments below:

2005 ANNUAL PLAN
RESIDENT ADVISORY BOARD MEETINGS
Conducted by: Jeffrey Miles, CFP Coordinator

MEETING # 1

When: **May 24, 2005**

1:30 p.m.

Where: **425 Broadway, 8th Fl. Comm. Room**

Attending: (Board Members) Floyd Jameson, Martha Woodsum, Joan Mayo

Meeting Notes:

Had given Board Members a copy of our proposed Annual Plan along with an outline of our proposed 5-year Capital Improvement Plan for their review. This meeting was scheduled to address any questions or concerns they may have about the plan. Comments that pertained to the plan are listed below.

The only questions that were raised about the plan concerned the work items on the 5-year capital improvement plan.

I first explained that we did shuffle a couple of the work items from the previous plan. We added the replacement of the Elevator control boards to the 2006 plan and pushed back the Lock conversion to the 2008 plan. The updating of the elevator controls was determined to be of higher priority. I also told them of our concern over the number of windows we have had to replace the glass in over the past year due to broken seals in the insulated units. The windows were replaced approximately 11 years ago (with a 10 year warranty on the glass) and seem to be of poor quality.

Question: Are we still planning to remodel the front and rear entryways?

Reply: Yes, but we have recently learned that we may have to address the replacement of the elevator control boards sooner than planned. If this happens we may have to push back the entryway remodeling.

Question: Will we be replacing the air conditioners in both community Rooms?

Reply: I told them we are still planning on replacing the roof mounted unit that cools the 8th floor community room and that we would check the condition of the unit for the 1st floor community room.

Question: Would we be doing any floor replacement in the units?

Reply: I told them I would look into the possibility of adding it as a work item on next year's plan.

After short discussion on work order related items the meeting adjourned.

MEETING #2

When: April 27, 2005
10:30 a.m.

Where: Landry Village Community Room

Attending: (Board Members) Jane Keller, Lois Thomas, Betty Norton, Betty Howard

Meeting Notes:

Had given Board Members a copy of our proposed Annual Plan along with an outline of our proposed 5-year Capital Improvement Plan for their review. This meeting was scheduled to address any questions or concerns they may have about the plan. Comments that pertained to the plan are listed below.

The only questions that were raised about the plan concerned the work items on the 5-year capital improvement plan.

Question: What is the status of the siding project?

Reply: I told them that we are still on track and should be ready to go out to bid by the end of May.

After reviewing the rest of the plan, everyone was satisfied with the work items scheduled and had no other questions about the plan. After a brief discussion about non-CFP items the meeting adjourned.

MEETING # 3

When: May 24, 2005
12:00 p.m.

Where: Landry Village, Community Room

Attending: (Board Members) Norma Tuell, Iola Trudeau, Lolita Ball, Myrna Kean

Meeting Notes:

Had given Board Members a copy of our proposed Annual Plan along with an outline of our proposed 5-year Capital Improvement Plan for their review. This meeting was scheduled to address any questions or concerns they may have about the plan. Comments that pertained to the plan are listed below.

The only questions that were raised about the plan concerned the work items on the 5-year capital improvement plan.

Question: Does the Vinyl Flooring in year 2005 pertain to both kitchen and bathrooms?

Reply: Yes

Question: When we do the kitchen cabinet replacement, because of the limited cabinet space, would it be possible to add more cabinets? Maybe on the wall where the light fixture is?

Reply: I told them we could evaluate the layout when we do the specifications to see if that would be a possibility.

After reviewing the rest of the plan and a brief discussion about non-CFP items the meeting adjourned.

b. In what manner did the PHA address those comments? (select all that apply)

- ☒ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
- ☐ Other: (list below)

(2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

☒ Yes ☐ No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: Agnes Bennett & Laurie Carr

Method of Selection:

☒ Appointment

The term of appointment is (include the date term expires):

Agnes Bennett 8/5/91 – 10/10/08; Laurie Carr 10/25/04 – 10/10/08

☐ Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- ☐ The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- ☐ The PHA has less than 300 public housing units, has provided reasonable notice

to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

☐ Other (explain):

Date of next term expiration of a governing board member: 3/25/06

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position):

Mayor James Hughes and City Councilors David Jacobs, Thomas S. Maietta, Rosemarie De Angelis, Maxine R. Beecher, Linda R. Boudreau and Robert W. Fickett, Jr.

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

Consolidated Plan jurisdiction: State of Maine

a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply):

- ☐ The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

The South Portland Housing Authority will continue to provide a drug free workplace.

The South Portland Housing Authority will continue to maintain and renovate its public housing units.

The South Portland Housing Authority has successfully eliminated the risk of lead-based paint poisoning in all of its public housing units and strives to provide housing opportunities to its Section 8 program participants free of the risk of lead-based paint poisoning.

The South Portland Housing Authority will continue to meet the special needs of elderly families and families with disabilities by providing appropriate and accessible housing in the public housing program.

The South Portland Housing Authority will continue to market its public housing and Section 8 program to make families and individuals aware of the availability of decent, safe, sanitary and affordable housing in the jurisdiction of the Housing Authority.

Our agency is part of the entire effort undertaken by the City of South Portland, Cumberland County and the State of Maine to address our jurisdiction's affordable housing needs. In accordance with our goals and objectives included in this Plan, we will continue using

appropriate resources to maintain and preserve our existing stock. When appropriate and feasible, we will apply for additional grants and loans from federal, state and local sources, including private sources to enhance the affordable housing available in our community. We intend to continue working with our local partners to try to meet these identified needs. This year we expect to continue to utilize the funds we receive for our existing programs to house people. We will be focusing on management improvements, modernization and increasing the number of owners willing to participate in our Section 8 program. Priorities and guidelines for programs often change from year to year, and our decisions to pursue certain opportunities and resources may change over the coming year if there are program changes beyond our control.

☐ Other: (list below)

b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The Maine Consolidated Plan for the 5-year period 2005-2009 is consistent with this South Portland Housing Authority 5-Year Plan and Annual Plan in many ways. Both plans cite similar objectives for very low- and low-income households in their jurisdictions. The State of Maine ranks the needs for population groups also targeted by the South Portland Housing Authority 5-Year Plan and Annual Plan as follows:

HIGH	VLI Renters
HIGH	Homeless Persons and Families
HIGH	VLI Persons with Special Needs
MEDIUM	LI Renters
MEDIUM	Non-homeless Persons with Special Needs

(4) (Reserved)

Use this section to provide any additional information requested by HUD.

10. Project-Based Voucher Program

- a. ☐ Yes ☒ No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.
- b. ☐ Yes ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

☐ Low utilization rate for vouchers due to lack of suitable rental units

- ☐ Access to neighborhoods outside of high poverty areas
☐ Other (describe below:)

c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
NA	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
NA	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
		Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
NA	Any policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
NA	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
NA	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
NA	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
		Consortia
NA	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
NA	Other supporting documents (optional). List individually.	(Specify as needed)

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: SOUTH PORTLAND HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: ME36P02050105 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
---	--	--

☒ **Original Annual Statement**
 ☐ **Reserve for Disasters/ Emergencies**
 ☐ **Revised Annual Statement (revision no:)**
☐ **Performance and Evaluation Report for Period Ending:**
 ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	5,000			
3	1408 Management Improvements Soft Costs	2,500			
	Management Improvements Hard Costs	2,500			
4	1410 Administration	49,067			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	35,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	315,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	20,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: SOUTH PORTLAND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P02050105 Replacement Housing Factor Grant No:			Federal FY of Grant: <div style="text-align: center; font-weight: bold;">2005</div>
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	15,833			
21	Amount of Annual Grant: (sum of lines.....)	444,900			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security –Soft Costs				
25	Amount of Line 21 related to Security-- Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: South Portland Housing Authority			Grant Type and Number Capital Fund Program Grant No: ME36P02050105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
	<u>Operations</u>		1406	Lump Sum					
HA Wide	Public Housing Operations				5,000				
	Subtotal Acct 1406				5,000				
	<u>Management Improvements</u>		1408	Lump Sum					
HA Wide	Computer software/hardware upgrades, training				5,000				
	Subtotal Acct 1408				5,000				
	<u>Administration</u>		1410	Lump Sum					
HA Wide	Prorated salaries/benefits for administration of CFP staff				49,067				
	Subtotal Acct 1410				49,067				
	<u>Fees and Costs</u>		1430	Lump Sum					
HA Wide	A & E Fees; reimbursable costs				35,000				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: South Portland Housing Authority			Grant Type and Number Capital Fund Program Grant No: ME36P02050105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
	Subtotal Acct 1430				35,000				
	<u>Dwelling Structures</u>								
ME020-001 Hazard Towers	Air Cond. Units – Comm. Rooms		1460	Lump sum	15,000				
ME020-002 Landry Village	Kitchen Cabinets		1460	13 Bldgs.	175,000				
ME020-004 225, 231, 235 Broadway	Replace Wood Paneling		1460	36 units	10,000				
ME020-005 Community Commons	Kitchen Cabinets		1460	20 Units	80,000				
ME020-006 1700 Broadway	Vinyl Flooring		1460	100 Units	35,000				
	Subtotal Acct 1460				315,000				
	<u>Non-Dwelling Equipment</u>		1475						

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: South Portland Housing Authority			Grant Type and Number Capital Fund Program Grant No: ME36P02050105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
HA Wide	New ½ Ton Truck		1475		20,000				
	Subtotal Acct 1475				20,000				
HA Wide	Contingency		1502						
	Contingency for cost overruns				15,833				
	Subtotal Acct 1502				15,833				
	Grand Total				444,900				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: South Portland Housing Authority			Grant Type and Number Capital Fund Program No: ME36P02050105 Replacement Housing Factor No:				Federal FY of Grant: 2005
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
23-020-001 Hazard Towers	9/07			9/09			
23-020-002 Landry Village	9/07			9/09			
23-020-003 Boni Domus Tota Urbe	N/A			N/A			
23-020-004 Broadpines, Hill St., Elmwood	9/07			9/09			
23-020-005 Community Commons	9/07			9/09			
23-020-006 St. Cyr Court	9/07			9/09			
PHA Wide	9/07			9/09			

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name : South Portland Housing Authority				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 10/01/06	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 10/01/07	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 10/01/08	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 10/01/09
	Annual Statement				
ME020-1		90,000	10,000	80,000	40,000
ME020-2		50,000	13,000	50,000	45,000
ME020-3		82,000	-0-	10,000	20,000
ME020-4		65,000	10,000	-0-	50,000
ME020-5		65,000	-0-	60,000	20,000
ME020-6		-0-	300,000	35,000	45,000
PHA Wide		92,900	111,900	209,900	224,900
CFP Funds Listed for 5-year planning		444,900	444,900	444,900	444,900
Replacement Housing Factor Funds					

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2006 PHA FY: 10/01/06			Activities for Year: <u>3</u> FFY Grant: 2007 PHA FY: 10/01/07		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	<u>ME020-1</u> Hazard Towers	<u>Dwelling Structures (1460)</u>		<u>ME020-1</u> Hazard Towers	<u>Dwelling Structures (1460)</u>	
See		Elevator Control Boards	90,000		Renovate Public Bath	10,000
Annual		Total ME020-1	90,000		Total ME020-1	10,000
Statement						
		<u>Dwelling Structures (1460)</u>		<u>ME020-2</u> Landry Village	<u>Dwelling Equipment (1465.1)</u>	
	<u>ME020-2</u> Landry Village	Vinyl Flooring	50,000		Replace Stoves	13,000
		Total ME020-2	50,000		Total ME020-2	13,000
	<u>ME020-3</u> Boni Domus Tota Urbe	Bath Remodeling	82,000			
		Total ME020-3	82,000			
		<u>Dwelling Structures (1460)</u>		<u>ME020-4</u> 73 Hill St. & 63 Elmwood Ave.	<u>Site Improvement (1450)</u>	
	<u>ME020-4</u> 73 Hill St. & 63 Elmwood	Kitchen Cabinets	65,000		Pave Parking Areas & Walkways	10,000
		Total ME020-4	65,000		Total ME020-4	10,000

13. Capital Fund Program Five-Year Action Plan

	<u>ME020-5 Community Commons</u>	<u>Dwelling Structures (1460)</u>		<u>ME020-5 Community Commons</u>	<u>Dwelling Structures (1460)</u>	
		Bath Remodel	65,000		None	
		Total ME020-5	65,000		Total ME020-5	
	<u>ME020-6 St. Cyr Court</u>	<u>Dwelling Structures (1460)</u>		<u>ME020-6 St. Cyr Court</u>	<u>Dwelling Structures (1460)</u>	
		N/A	-0-		Kitchen Cabinets	300,000
		Total ME020-6	-0-		Total ME020-6	300,000
	<u>HA Wide</u>	<u>Operations (1406)</u>		<u>HA Wide</u>	<u>Operations (1406)</u>	
		Operations	5,000		Operations	9,000
	<u>HA Wide</u>	<u>Management Improvements (1408)</u>		<u>HA Wide</u>	<u>Management Improvements (1408)</u>	
		Mgt. Improvements	5,000		Mgt. Improvements	5,000
	<u>HA Wide</u>	<u>Administration (1410)</u>		<u>HA Wide</u>	<u>Administration (1410)</u>	
		Administration of CFP	49,067		Administration of CFP	49,067
	<u>HA Wide</u>	<u>Fees & Costs (1430)</u>		<u>HA Wide</u>	<u>Fees & Costs (1430)</u>	
		A & E Fees; reimbursable costs	30,000		A & E Fees; reimbursable costs	30,000
	<u>HA Wide</u>	<u>Contingency (1502)</u>		<u>HA Wide</u>	<u>Non Dwelling Structures (1470)</u>	
		Contingency	3,833		G.O.B. Breaker Panels	10,000
		Total HA Wide	92,900	<u>HA Wide</u>	<u>Contingency (1502)</u>	
					Contingency	8,833
					Total HA Wide	111,900
	Total CFP Estimated Cost		444,900			444,900

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year : <u>4</u> FFY Grant: 2008 PHA FY: 10/01/08			Activities for Year: <u>5</u> FFY Grant: 2009 PHA FY: 10/01/09		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<u>ME020-1</u> Hazard Towers	<u>Dwelling Equipment (1465.1)</u>		<u>ME020-1</u> Hazard Towers	<u>Dwelling Equipment (1465.1)</u>	
	Replace Stoves	40,000		Replace Refrigerators	40,000
	Lock Conversion	40,000			
	Total ME020-1	80,000		Total ME020-1	40,000
			<u>ME020-2</u> Landry Village	<u>Dwelling Equipment (1465.1)</u>	
				Replace Refrigerators	20,000
				<u>Dwelling Structures (1460)</u>	
				Bathroom Vents	25,000
				Total ME020-2	45,000
<u>ME020-2</u> Landry Village	<u>Dwelling Structures (1460)</u>		<u>ME020-3</u> Boni Domus Tota Urbe	<u>Site Improvement (1450)</u>	
	Replace Exterior Doors	50,000		Pave Parking Areas & Walkways	20,000
	Total ME020-2	50,000			
				Total ME020-3	20,000
<u>ME020-3</u> Boni Domus Tota Urbe	<u>Dwelling Structures (1460)</u>				

13. Capital Fund Program Five-Year Action Plan

	Exterior Painting	10,000			
	Total ME020-3	10,000			
<u>ME020-5 Community Commons</u>	<u>Dwelling Structures (1460)</u>		<u>ME020-4 73 Hill St. & 63 Elmwood Ave.</u>	<u>Dwelling Structures (1460)</u>	
	New Flooring	60,000		Remodel Bathrooms	50,000
	Total ME020-5	60,000		Total ME020-4	50,000
<u>ME020-6 St. Cyr Court</u>	<u>Dwelling Structures (1460)</u>				
	Common Area Carpet	25,000	<u>ME020-5 Community Commons</u>	<u>Site Improvements (1450)</u>	
	Common Area Painting	10,000			
	Total ME020-6	35,000		Paving & Sealcoat	20,000
				Total ME020-5	20,000
<u>HA Wide</u>	<u>Operations (1406)</u>				
	Operations	69,000	<u>ME020-6 St. Cyr Court</u>	<u>Dwelling Structures (1460)</u>	
<u>HA Wide</u>	<u>Management Improvements (1408)</u>			Patio Doors	20,000
				<u>Site Improvements (1450)</u>	
				Pave Parking Lot	25,000
	Management Improvements	15,000		Total ME020-6	45,000
<u>HA Wide</u>	<u>Administration (1410)</u>				
	Administration of CFP	49,067	<u>HA Wide</u>	<u>Operations (1406)</u>	
<u>HA Wide</u>	<u>Fees & Costs (1430)</u>			Operations	85,000
	A & E Fees; reimbursable costs	30,000	<u>HA Wide</u>	<u>Management Improvements (1408)</u>	

13. Capital Fund Program Five-Year Action Plan

<u>HA Wide</u>	<u>Non Dwelling Equipment (1475)</u>			Management Improvements	15,000
	½ Ton Van	30,000	<u>HA Wide</u>	<u>Administration (1410)</u>	
<u>HA Wide</u>	<u>Contingency (1502)</u>			Administration of CFP	49,067
	Contingency	16,833	<u>HA Wide</u>	<u>Fees & Costs (1430)</u>	
	Total HA Wide	209,900		A & E Fees; reimbursable costs	30,000
			<u>HA Wide</u>	<u>Non Dwelling Equipment (1475)</u>	
				Company Car	30,000
			<u>HA Wide</u>	<u>Contingency (1502)</u>	
				Contingency	15,833
				Subtotal HA Wide	224,900
Total CFP Estimated Cost		444,900			444,900

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: SOUTH PORTLAND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P02050104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2005 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	35,000	35,000	35,000	35,000
3	1408 Management Improvements Soft Costs	2,500	2,500	2,500	2,500
	Management Improvements Hard Costs	2,500	2,500	2,500	2,500
4	1410 Administration	49,067	49,067	23,817	23,817
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	60,000	60,000	19,000	2,860
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	261,000	261,000		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	20,000	20,000		
13	1475 Nondwelling Equipment	7,000	7,079.92	7,079.92	7,079.92
14	1485 Demolition				
15	1490 Replacement Reserve				

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: SOUTH PORTLAND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P02050104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2005 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	7,833	7,753.08		
21	Amount of Annual Grant: (sum of lines.....)	444,900	444,900	89,896.92	73,756.92
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security --Soft Costs				
25	Amount of Line 21 related to Security-- Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: South Portland Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P02050104 Replacement Housing Factor Grant No:					Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
	<u>Operations</u>		1406	Lump Sum					
HA Wide	Public Housing Operations				35,000	35,000	35,000	35,000	Complete
	Subtotal Acct 1406				35,000	35,000			
	<u>Management Improvements</u>		1408	Lump Sum					
HA Wide	Computer software/hardware upgrades, training				5,000	5,000	5,000	5,000	Complete
	Subtotal Acct 1408				5,000	5,000			
	<u>Administration</u>		1410	Lump Sum					
HA Wide	Prorated salaries/benefits for administration of CFP staff				49,067	49,067	23,817	23,817	In Progress
	Subtotal Acct 1410				49,067	49,067			

14. Other: Capital Fund Program Annual Statements

					Original	Revised	Funds Obligated	Funds Expended	
	<u>Fees and Costs</u>		1430	Lump Sum					
HA Wide	A & E Fees; reimbursable costs				30,000	30,000	19,000	2,860	In Progress
	Energy Audit & Feasibility Study				30,000	30,000			
	Subtotal Acct 1430				60,000	60,000			
	<u>Dwelling Structures</u>		1460						
ME020-001 Hazard Towers	Front and Rear Entry Ways			Lump sum	20,000	20,000			
ME020-002 Landry Village	Exterior Siding			13 Bldgs.	200,000	200,000			
ME020-005 Community Commons	53-60 Landry – Exterior Siding			2 Bldgs.	41,000	41,000			
	Subtotal Acct 1460				261,000	261,000			
	<u>Non-Dwelling Structures</u>		1470						
HA Wide SPHA Office Building and Laundry Building	Exterior Siding			2 Bldgs.	20,000	20,000			
	Subtotal Acct 1470				20,000	20,000			
	<u>Non-Dwelling Equipment</u>		1475						
ME020-004	Broadpines – Washers & Dryers				7,000	7,079.92	7,079.92	7,079.92	Complete

14. Other: Capital Fund Program Annual Statements

	Subtotal Acct 1475				7,000	7,079.92			
HA Wide	<u>Contingency</u>		1502						
	Contingency for cost overruns				7,833	7,753.08			
	Subtotal Acct 1502				7,833	7,753.08			
	Grand Total				444,900	444,900			

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: South Portland Housing Authority			Grant Type and Number Capital Fund Program No: ME36P02050104 Replacement Housing Factor No:				Federal FY of Grant: 2004
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
23-020-001 Hazard Towers	9/06			9/08			
23-020-002 Landry Village	9/06			9/08			
23-020-003 Boni Domus Tota Urbe	N/A			N/A			
23-020-004 Broadpines, Hill St., Elmwood	9/06		3/05	9/08		3/05	
23-020-005 Community Commons	9/06			9/08			
23-020-006 St. Cyr Court	N/A			N/A			
PHA Wide	9/06			9/08			

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: SOUTH PORTLAND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P02050203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2005 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	1,000	1,000	-0-	-0-
3	1408 Management Improvements Soft Costs	1,000	1,000	-0-	-0-
	Management Improvements Hard Costs	1,000	1,000	-0-	-0-
4	1410 Administration	6,000	6,000	6,000	6,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	67,562	67,562	11,904.15	11,904.15
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: SOUTH PORTLAND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P02050203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2005 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines.....)	76,562	76,562	17,904.15	17,904.15
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security –Soft Costs				
25	Amount of Line 21 related to Security-- Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: South Portland Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P02050203 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>Operations</u>	1406						Planning
HA Wide	Public Housing Operations		Lump Sum	1,000	1,000	-0-	-0-	
	Subtotal Acct 1406			1,000	1,000	-0-	-0-	
	<u>Management Improvements</u>	1408						Planning
HA Wide	Computer software/hardware upgrades, training			2,000	2,000	-0-	-0-	
	Subtotal Acct 1408			2,000	2,000	-0-	-0-	
	<u>Administration</u>	1410						
HA Wide	Prorated salaries/benefits for administration of CFP staff			6,000	6,000	6,000	6,000	Complete
	Subtotal Acct 1410			6,000	6,000	6,000	6,000	
				Original	Revised	Funds	Funds	

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: South Portland Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P02050203 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
						Obligated	Expended		
	<u>Dwelling Structures</u>	1460							
ME020-002 Landry Village	New Exterior Doors (Rear Patio)	1460	34 Units	9,562	11,904.15	11,904.15	11,904.15	Complete Partial work item from year-4 (2008)	
ME020-004	Kitchen Cabinets (225, 231, 235 Broadway)		36 units	58,000	55,657.85	-0-	-0-	Will Start under CFP 501-03	
	Subtotal Acct 1460			67,562	67,562	11,904.15	11,904.15		
	Grand Total			76,562	76,562	17,904.15	11,904.15		

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: South Portland Housing Authority			Grant Type and Number Capital Fund Program No: ME36P02050203 Replacement Housing Factor No:				Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
23-020-001 Hazard Towers	N/A			N/A			
23-020-002 Landry Village	2/06		9/04	2/08		9/04	
23-020-003 Boni Domus Tota Urbe	N/A			N/A			
23-020-004 (Broadpines)	2/06			2/08			
23-020-005 Community Commons	N/A			N/A			
23-020-006 St. Cyr Court	N/A			N/A			
PHA Wide	2/06			2/08			

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: SOUTH PORTLAND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P02050103 Replacement Housing Factor Grant No:			Federal FY of Grant: <div style="text-align: center; font-weight: bold;">2003</div>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2005 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	4,000	4,000	4,000.00	4,000.00
3	1408 Management Improvements Soft Costs	1,000	1,000	1,000.00	1,000.00
	Management Improvements Hard Costs	1,000	1,000	1,000.00	1,000.00
4	1410 Administration	49,067	49,067	45,815.05	45,815.05
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	38,000	38,000	33,489.74	33,489.74
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	289,000	289,860.67	195,960.67	144,994.67
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: SOUTH PORTLAND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P02050103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2005 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	2,094	1233.33	-0-	-0-
21	Amount of Annual Grant: (sum of lines.....)	384,161	384,161	281,265.46	230,299.46
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security –Soft Costs				
25	Amount of Line 21 related to Security-- Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: South Portland Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P02050103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>Operations</u>	1406						
HA Wide	Public Housing Operations		Lump Sum	4,000	4,000	4,000.00	4,000.00	Complete
	Subtotal Acct 1406			4,000	4,000	4,000.00	4,000.00	
	<u>Management Improvements</u>	1408						
HA Wide	Computer software/hardware upgrades; training		Lump Sum	2,000	2,000	2,000.00	2,000.00	Complete
	Subtotal Acct 1408			2,000	2,000	2,000.00	2,000.00	
	<u>Administration</u>	1410						
HA Wide	Prorated salaries/benefits for administration of CFP		Lump Sum	49,067	49,067	45,815.05	45,815.05	In Progress
	Subtotal Acct 1410			49,067	49,067	45,815.05	45,815.05	

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: South Portland Housing Authority			Grant Type and Number Capital Fund Program Grant No: ME36P02050103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
	<u>Fees and Costs</u>	1430						In progress	
HA Wide	A & E Fees; reimbursable costs		Lump Sum	38,000	38,000	33,489.74	33,489.74		
	Subtotal Acct 1430			38,000	38,000	33,489.74	33,489.74		
	<u>Dwelling Structures</u>	1460							
ME020-003 Boni Domus Tota Urbe	832 Broadway – Basement Floor & Water Heaters	1460	Lump Sum	2,000	2,000	2,000	2,000	Complete	
ME020-003 Boni Domus Tota Urbe	836 Sawyer St. – Water Heaters & Basement Floor	1460	Lump Sum	2,000	2,689.58	2,689.58	2,689.58	Complete	
ME020-003 Boni Domus Tota Urbe	Replace Kitchen Cabinets	1460	22 Units	84,000	126,800	126,800	79,475	In progress	

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: South Portland Housing Authority			Grant Type and Number Capital Fund Program Grant No: ME36P02050103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
ME020-004	Broadpines, - Kitchen Cabinets		1460	36 units	86,000	94,000	-0-	-0-	To be completed under CFP 502-03
ME020-005 Community Commons	Exterior Siding – 55 Hill St. & 8 Free St.		1460	2 Bldgs.	-0-	8,496.27	8,496.27	8,496.27	Complete Started under CFP 501-02
ME020-006 St. Cyr Court	Window Replacement		1460	100 units	115,000	55,874.82	55,874.82	52,333.82	Started Under CFP 501-02
	Subtotal Acct 1460				289,000	289,860.67	195,860.67	144,994.67	
HA Wide	<u>Contingency</u>		1502						
	Fund set aside for cost overruns				2,094	1,233.33	0	0	
	Subtotal Acct 1502				2,094	1,233.33	0	0	
	Grand Total				384,161	384,161	281,265.46	230,299.46	

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: South Portland Housing Authority		Grant Type and Number Capital Fund Program No: ME36P02050103 Replacement Housing Factor No:					Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
23-020-001 Hazard Towers	N/A			N/A			
23-020-002 Landry Village	N/A			N/A			
23-020-003 Boni Domus Tota Urbe	9/05			9/07			
23-020-004 Broadpines, Hill St., Elmwood	9/05			9/07			
23-020-005 Community Commons	N/A	9/05	3/05	N/A	9/07	3/05	Work item started under CFP 501-02
23-020-006 St. Cyr Court	9/05		3/05	9/07		3/05	
PHA Wide	9/05			9/07			

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: SOUTH PORTLAND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P02050102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Lin e No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	87,000	87,000.00	87,000.00	87,000.00
3	1408 Management Improvements Soft Costs	3,500	3,500.00	3,500.00	3,500.00
	Management Improvements Hard Costs	3,500	3,500.00	3,500.00	3,500.00
4	1410 Administration	49,067	48,846.81	48,846.81	48,846.81
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	42,000	45,035.06	45,035.06	45,035.06
8	1440 Site Acquisition				
9	1450 Site Improvement	10,335	10,335.00	10,335.00	10,335.00
10	1460 Dwelling Structures	258,486.47	257,453.63	257,453.63	257,453.63
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	25,238.50	25,238.50	25,238.50	25,238.50
14	1485 Demolition				

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: SOUTH PORTLAND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P02050102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	1,782.03	0	0	0
	Amount of Annual Grant: (sum of lines.....)	480,909	480,909.00	480,909.00	480,909.00
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security--Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: South Portland Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P02050102 Replacement Housing Factor Grant No:					Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
23-020-001 Hazard Towers	Make-up Air Ventilation System		1460		-0-	-0-			Deferred
23-020-002 Landry Village	Electrical Panel & Circuit Breakers Site Work – Light Poles		1460 1450	50 Units	32,000 -0-	30,076.70 820.00	30,076.70 820.00	30,076.70 820.00	Complete Complete – Started Under CFP 501-01
23-020-003 Boni Domus Tota Urbe	Kitchen Cabinets		1460		-0-	-0-			Work Item Moved to CFP 501-03
23-020-004	Window Replacement		1460		-0-	-0-			Complete

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: South Portland Housing Authority			Grant Type and Number Capital Fund Program Grant No: ME36P02050102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Broadpines, 73 Hill St. & Elmwood Ave.									d Under CFP 501-01
23-020-005 Community Commons	Remodel Boiler Rooms Paving: Grandview, 55 Hill St. & Free St Vinyl Siding: 8 Free St. & 55 Hill St.		1460 1450 1460		46,410.47 9,515.00 40,000	46,409.77 9,515.00 36,772.17	46,409.77 9,515.00 36,772.17	46,409.77 9,515.00 36,772.17	Complete Complete Complete – Balance paid from CFP 501-03
23-020-006 St. Cyr Court	Sealcoat & Number Parking Lot		1450		-0-	-0-			Done Under P.H. Budget
	Window Replacement		1460		142,000.00	144,194.99	144,194.99	144,194.99	Complete – Balance paid

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: South Portland Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P02050102 Replacement Housing Factor Grant No:					Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
									From CFP 501-03
PHA WIDE	Operations		1406		87,000	87,000.00	87,000.00	87,000.00	Complete
	Management Improvements		1408		7,000	7,000.00	7,000.00	7,000.00	Complete
	Administration		1410		49,067	48,846.81	48,846.81	48,846.81	Complete
	Fees and Costs		1430		42,000	45,035.06	45,035.06	45,035.06	Complete
	Non-Dwelling Equipment: ¾ Ton Truck w/Plow		1475		25,238.50	25,238.50	25,238.50	25,238.50	Complete
	Contingency		1502		1,782.03	-0-	-0-	-0-	

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: South Portland Housing Authority			Grant Type and Number Capital Fund Program No: ME36P02050102 Replacement Housing Factor No:				Federal FY of Grant: 2002
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
23-020-001 Hazard Towers	N/A			N/A			
23-020-002 Landry Village	9/04		9/03	9/06		12/03	
23-020-003 Boni Domus Tota Urbe	N/A			N/A			
23-020-004 Broadpines, 55 Hill St., Elmwood Ave.	N/A			N/A			

14. Other: Capital Fund Program Annual Statements

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: South Portland Housing Authority		Grant Type and Number Capital Fund Program No: ME36P02050102 Replacement Housing Factor No:					Federal FY of Grant: 2002
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
23-020-005 Community Commons	9/04		9/04	9/06		12/04	
23-020-006 St. Cyr Court	9/04		9/04	9/06		12/04	
PHA WIDE	9/04		9/04	9/06		12/04	